

# Your home loan application checklist

To assist us with processing your home loan application as quickly as possible, please provide the following original documentation. Further documentation may be requested at a later time as part of the loan assessment and your home lending consultant will advise you of any additional requirements. If you have any queries or are unable to provide the documents, please contact your home lending consultant.

## Documentation requirements

### Income verification

- PAYG: Two most recent payslips.
- SELF EMPLOYED: 2 years financial statements and 2 years personal tax returns for all applicants prepared by your accountant. If latest full year financials are greater than 6 months old then also provide interim financial statements or management accounts or recent BAS statements.
- RENTAL CONFIRMATION: (Existing property) Signed current lease agreement, latest monthly real estate agents tax statement, rental statements issued by the managing agent, latest tax return or most recent 2 month's transaction account statements showing clearly identified rental credits.
- INVESTMENT INCOME: Last two (2) years of tax returns showing your dividends, shares etc.
- GOVERNMENT BENEFIT: Centrelink statement of benefits (not more than 3 months old) or 3 months bank statements verifying regular deposits.

### Asset confirmation

- REAL ESTATE: Copy of most recent rates notice and payment confirmation, confirming property description and unimproved value.
- SUPERANNUATION: Copy of most recent superannuation benefit statement if requested by the bank.

### Monthly expenses

- TRANSACTION STATEMENTS: We require your bank statements from 3 months prior to the exact date that you submit your RACQ Bank home loan application. This means you may need to provide your last 3 monthly transaction and savings account statements from your bank, plus any transaction listings to cover this entire 3-month period up to the day you apply.

### Credit repayment history of loans being refinanced (excluding RACQ Bank loans)

- HOME LOANS/OTHER LOANS: Most recent statement(s) covering minimum period 6 months. (Copies of originals).
- CREDIT CARDS: Most recent statement(s) covering minimum period 3 months.

### Additional documentation requirements

- IDENTIFICATION: Current Australian drivers licence and Australian passport. If you do not have these, please speak with your lender.
- PROPERTY PURCHASE: Signed and dated full copy of contract (including any annexures).
- GENUINE SAVINGS: Most recent statements covering period of 3 months providing evidence of regular or genuine savings history.
- FIRST HOME OWNERS GRANT: Copy of completed signed and dated FHOG application.
- CONSTRUCTION/EXTENSION (Structural): Copy of fully completed and signed building contract, copy of plans and specifications, council approval.
- HOME IMPROVEMENTS (Non-structural): Detailed list of proposed improvements and approximate costings/quotes.
- CERTIFICATE OF INSURANCE: Noting Members Banking Group Limited trading as RACQ Bank as an interested party.

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**RACQ** Bank